

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
19 JUNE 2019
7:30 P.M.
REGULAR MEETING
MINUTES

The Board of Trustees of the Village of Brewster held a regular meeting at 7:30 PM, on June 19, 2019 at Village Hall, 50 Main Street, Brewster, NY 10509.

Attendees:

Mayor: James Schoenig
Deputy Mayor and Trustee: Christine Piccini
Trustees; Mary Bryde, George Gaspar, Tom Boissonnault
Village Police Chief: John Del Gardo
Village Engineer: Todd Atkinson
Village Counsel: Anthony Molé
Clerk & Treasurer: Peter Hansen
Deputy Clerk-Treasurer:

Absent:

Michelle Chiudina

Pledge to flag.

Notation of Exits

Regular Meeting

Mayor Schoenig motions to call the meeting to order, Trustee Bryde 2nd all in favor 5 to 0.

1. Annual Fire Department Parade Permit 7/25/19 – Ken Clair representing the Brewster Southeast Joint Fire District present their plan for the 149th Annual Firemen's Inspection Parade. Mayor Schoenig motions to approve the parade permit for Brewster Southeast Joint Fire District Annual Firemen's Inspection on July 25, 2019 from 6 PM to 9 PM from Main Street to North Main Street, waiving all fees, Deputy Mayor Piccini 2nd all in favor 5 to 0. Fire Department will notify Emergency Services of the street closure.

PARADE PERMIT APPLICATION

RECEIVED
MAY 02 2019

Applications shall be filed with the Village Clerk at least 60 Days in advance of the event and applicant is required to appear before the Board of Trustees at least 30 days in advance of the event:

Name of Parade Chairman: <u>KEN CLAIR/JEFF BERGSTROM</u>		Telephone Number: <u>279-3555</u>
Email: <u>ENGINE603@AOL.COM</u>		Cell Phone: <u>(845) 222-1286</u>
Organization Name: <u>BREWSTER VOL FIRE DEPT.</u>		Org. Telephone Number: <u>279-3555</u>
Organization Address: <u>501 NORTH MAIN ST</u>		
Head of Organization: <u>JEFFREY BERGSTROM (PRES)</u>		Email: <u>AS ABOVE</u>
Parade Date: <u>7/25/19</u>	Rain Date: <u>—</u>	Number of Participants: <u>2000</u>
Starting Time: <u>6PM</u>	Ending time: <u>9PM</u>	Number of Vehicles: <u>30</u>
Assembly Street and assembly time: <u>6PM - MAIN ST.</u>		
Details: <u>ANNUAL FIRE DEPT PARADE</u>		
Starting Point: <u>MAIN ST (VICINITY OF 121 MAIN)</u>		
Termination Point: <u>MARKEL PARKING LOT</u>		
Parade Route: <u>STAGING AREAS MAIN ST AND MARVIN AVE. PARADE</u>		
<u>CONTINUES ON MAIN ST TO NORTH MAIN ST ENDING AT</u>		
<u>MARKEL PARKING LOT</u>		

2. CAP use of 25 Marvin Avenue building for holiday gifts – Judy Callahan and Marissa O’Leary met with Clerk Hansen at 25 Marvin Avenue on Tuesday June 18, 2019 and toured the interior of the building. Ms. Callahan believes that the layout is beneficial to her needs and requests that CAP be allowed to use the “laboratory” spaces for the annual toy giveaway using a majority of the building for the entire month of December, using the middle and western entrances thereby not incumbering the office space entrance on the east end of the building. Toy distribution will take at least 3 full days, on Thursday, Friday and Monday, where those in need will go to 25 Marvin Avenue to pick up the toys for the children and Mrs. Callahan will have the space cleared out by New Year’s Eve. Deputy Mayor Piccini motions to allow CAP to use the facility for the month of December, 2019 with an insurance certificate naming the Village as additional insured and waiving any fees that may have applied, Trustee Gaspar 2nd all in favor 5 to 0.
3. Monthly Reports
 - 3.1. May, 2019 Code Enforcement Report – Bill Scorca delivers the Code Enforcement Report for May, 2019 – copy attached to these minutes. Trustee Bryde asks about violations in May and if they are remediated by now. Mr. Scorca says they were all garbage violations and should have been remediated. Deputy Mayor Piccini asks about Code Enforcement education regarding the new smoke detectors and whether that will require inspections. Mr. Scorca says on rentals it will be mandatory. Mayor Schoenig motions to accept the May 2019 Code Enforcement Report, Trustee Bryde 2nd all in favor 5 to 0.
 - 3.2. May, 2019 Engineer’s Report – Todd Atkinson delivers Engineer’s Report for May, 2019 – copy attached to these minutes. Mayor Schoenig motions to accept the May, 2019 Engineer’s Report, Trustee Gaspar 2nd all in favor 5 to 0.
 - 3.3. May, 2019 Police Reports – Police Chief John Del Gardo delivers the Police Report for May, 2019 – copy attached to these minutes. Trustee Bryde asks about the cars following too close to the car in front. Chief Del Gardo explains that there was someone following his vehicle very closely and another officer saw this and pulled that person over. Trustee Bryde asks about the 14 seat belt violations and asks if that is high. Chief Del Gardo said that it is part of the statewide BUNY (Buckle Up New York) initiative program that occurs in the month of May. Trustee Bryde asks if 96 people getting stopped for speeding is high, and Chief Del Gardo said that it was high but it is lower than last month. Trustee Bryde asks about the homeless condition in the Village and Chief Del Gardo explains that there were a few homeless people by St. Andrews church inside the building and around the exterior as well. Chief Del Gardo continues to explain that when homeless people are picked up or removed from a property where they cannot sleep, they are given help by Putnam County for alternate arrangements and it is up to that person to accept the help. Trustee Bryde asks if the vehicle accidents are all over the Village, Chief Del Gardo says that there were eight different locations of these minor vehicle accidents. Trustee Bryde asks about the disorderly 10 people and if they were from the local bars, Chief Del Gardo explains that it is mostly intoxicated people that are removed from the street and are either brought to their homes or the hospital. Mayor Schoenig motions to accept the Police Report for May, 2019, Trustee Boissonnault 2nd all in favor 5 to 0.
 - 3.4. May, 2019 Planning Board Report – no activity report submitted. Clerk Hansen mentions there was no meeting in May for the Planning Board but did not receive a report of no activity from Rick Lowell.
 - 3.5. May, 2019 Zoning Board of Appeals Report – Todd Gianguzzi delivers a report of no activity for May, 2019 – copy attached to these minutes. Mayor Schoenig motions to accept the May, 2019 ZBA report of no activity, Deputy Mayor Piccini 2nd all in favor 5 to 0.
4. Village Justice Court Audit – Trustee Bryde met with Village Justice Clerk Jean Macli on June 12, 2019 to review the court books and found everything in order as usual. Trustee Bryde’s complete findings are submitted to the Board for review. Trustee Bryde also would like to mention that Village Justice Clerk Macli is extremely organized, maintains impeccable records and is always a pleasure to work with. Trustee Bryde motions to adopt Resolution No. 061919-1 acknowledging that the required examination was conducted and instruct Clerk Hansen to email a copy of the resolution and court audit documents to the NYS Unified Court System as prescribed in the June 4, 2019 letter from them, Deputy Mayor Piccini 2nd all in favor 5 to 0.
5. Brewster Library Stormwater Facility Maintenance Agreement – Counsel Molé notes there were two items in the document that should be revised before the Board considers approval and those revisions are outlined in red on the copy that has been circulated. If the Board finds these revisions acceptable, they may choose to adopt the agreement with those revisions and a final copy including those revisions will be prepared for signature. Trustee Gaspar motions

to adopt the Brewster Library Stormwater Facility Maintenance Agreement with revisions as noted, Trustee Boissonnault 2nd all in favor 5 to 0. Trustee Gaspar motions to authorize the Mayor to sign the Agreement, Trustee Bryde 2nd all in favor 5 to 0.

6. Wells Park Rental for Birthday Party, with Pony Rides – Clerk Hansen received a request to have pony rides for a birthday party in August at Wells Park. Currently, there is nothing against having this kind of attraction in the park, and therefore it should be discussed. There is a discussion amongst the Board about how the pony rides will be regulated, who will be cleaning up after the animal and the park, as well as what happens if someone were to get hurt. The Board is in support of the concept but requests that this person should give a detailed description of the uses of the pony including where in the park they would like the route to go, who will be cleaning up after the animal, coverage for any damage done to the Wells Park field. Trustee Boissonnault would like to meet with this person at the park to discuss the pony rides further and what would happen if the weather was bad or if the animal causes any damage.
7. Village Matters Newspaper for review & approval – Deputy Mayor Piccini says that we are waiting to get back the corrections for the final draft and once it is received and there are no corrections that are needed, it will go to print.
8. Billing Arrears (45-day post quarterly billing list) – Clerk Hansen reports that there is no new business to discuss with the previous 45-day post quarterly billing list with the sewer bill that went out in May. Clerk Hansen would like to bring to the Board's attention the outstanding balance that is due from the Brewster Plaza. Clerk Hansen says that he wanted to shut off the water to a particular business owner in that building but cannot because their water meter is in a closed off section of the basement, therefore Clerk Hansen believes that the only way to send a message to the landlord that a payment needs to be made is to shut off water to the entire building. Mayor Schoenig motions to shut the water off at Brewster Plaza on Friday if an agreement is not made by that time, Trustee Gaspar 2nd and Deputy Mayor Piccini states the Village should notify all tenants the water will be shut off on Friday all in favor 5 to 0.
9. Correspondence sent & received for May, 2019 – Trustee Bryde asks about the Putnam County False Alarm penalty notice that was sent to the Village. Deputy Mayor Piccini explains that there is already a penalty in place in our fee schedule but it is rarely, if ever, given out. Trustee Bryde also mentions that she would have liked to have gone to the County Historians ceremony honoring Brewster's Historian that was a week prior but did not see the invitation until looking over the correspondence. Trustee Bryde motions to accept correspondence sent and received with the codicil that there was one letter which was very difficult, if not impossible to understand and there is no way to know who the letter is from as there was no return address, Deputy Mayor Piccini 2nd all in favor 5 to 0.

10. Minutes for approval;

- 10.1. June 5, 2019 Minutes Trustee Bryde motions to approve the June 5th minutes, Deputy Mayor Piccini 2nd and would like to discuss an inconsistency in the resolution number and wanted clarification as to whether the Village should use 2019 or 19 in the resolution number. Clerk Hansen says he will mark the change before it is posted, all in favor 4 to 0. Mayor Schoenig abstains due to absence.

11. Vouchers Payable June 19, 2019 – Deputy Mayor Piccini reviewed the vouchers and found everything in order.

11.1.	A -	GENERAL FUND	\$45,528.94
11.2.	C -	REFUSE & GARBAGE	20,193.86
11.3.	EN -	ENGINEERING FEES ESCROW	1,190.00
11.4.	F -	WATER FUND	9,160.08
11.5.	G -	SEWER FUND	17,122.67
11.6.	H63 -	TONETTA BROOK MARVIN AVE. HEADWALL	3,375.00
11.7.	TA -	TRUST & AGENCY	5,497.10

Total Vouchers Payable \$102,067.65

Mayor Schoenig motions to approve vouchers payable for June 19, 2019 as written, Trustee Boissonnault 2nd all in favor 5 to 0.

12. Vouchers Payable June 1, 2019 – Deputy Mayor Piccini reviewed the vouchers and found everything in order.

12.1.	A -	GENERAL FUND	\$12.89
12.2.	C -	REFUSE & GARBAGE	7.79
12.3.	F -	WATER FUND	5.39
12.4.	G -	SEWER FUND	3.90

Total Vouchers Payable \$29.97

Mayor Schoenig motions to approve the vouchers payable for June 1, 2019 as written, Deputy Mayor Piccini 2nd all in favor 5 to 0.

13. Government Consolidation Feasibility Grant Application – Southeast Councilman Eric Larca – Mr. Larca would like the Village's support in applying for a feasibility study to merge the Village of Brewster and the Town of Southeast in order to apply to receive a Local Government Efficiency Grant by July 26, 2019. Councilman Larca believes there is an efficient and creative way to ensure the Village remains as a somewhat separate entity, without the loss of jobs, unless reduction is needed, to which it would happen over time. Councilman Larca is requesting the Village would support this feasibility study and no decision would be made without the full consent and cooperation of the Village. Mayor Schoenig asks if this would be the Town merging with the Village or if the Village would be merging with the Town. Councilman Larca said both sides would be taken into consideration and perhaps the local governments would be able to stay intact depending on the outcome of the study. Councilman Larca acknowledges that studies such as this have been conducted in the past and the pattern that he sees is that the Village and the Town would benefit from merging because of the shared overhead costs that would occur. Mayor Schoenig expresses his concern about how this would affect the Revitalization Plan which may start within the next year. Councilman Larca explains that applying for the Grant would not affect any current grants that the Village has applied for. Mayor Schoenig asks why the idea of doing a feasibility study has been brought before the Board again after it has been unsuccessful in the past. Councilman Larca explains that he is coming to the Village and asking for the Board's blessing to do the study before going to the Town of Southeast Board as he sees this as a good opportunity to be more efficient. Mayor Schoenig explains that there is a wide variety in the Village of Brewster and a number of special districts would have to be named in order for this to work well but is all for saving money, which is why there are agreements with the Village and the Town on certain municipal entities. Mayor Schoenig continues saying that the school districts are not on board with merging together to lower school taxes for all residents and any plans to do so have been shot down. Councilman Larca says that he has a letter prepared to request that the school districts in Putnam County merge together as well and he has discussed these options with members of boards at various schools and they seem to be open to the study. Mayor Schoenig says that there are a lot of questions that need to be answered, including how long a feasibility study would take. Councilman Larca says that a study could take about a year and the Town has four years to use the funds if given the Grant. Mayor Schoenig asks about how the Town Board feels about merging and Councilwoman Lynn Eckardt says that she is for the feasibility study because she would like an answer to the question of if it is feasible for the Town and the Village to stay separate or not. Deputy Mayor Piccini asks for clarification on a few points that were mentioned, the first being that this Grant is for the consolidation of entirety governments. Councilman Larca explains that there are two types of studies that can be conducted, the first being a consolidation of governments and the second being mostly facilities and the operating costs of the governments, meaning having the governments in the same building and other entities sharing spaces. Mayor Schoenig explains that the Village has paid Highway taxes to the Town of Southeast and receive little to no help from the Town's Highway Department. Deputy Mayor Piccini asks if the study is to look at specific aspects of the governments and see if there are redundancies between the Village and the Town and if it is feasible to consolidate, and asks if that is a plausible end product of just consolidating those redundancies. Mayor Schoenig mentions that if anything were to be consolidated that all Village entities must remain in the Village according to Village Laws and also would like to mention that Mayor Schoenig attempted to consolidate the Courts to one office in the Village but a previous Board moved the office to 1360 Route 22 instead. Mr. Richard Stockburger agrees that a feasibility study that shows how much money the Village spends on Town entities and how much is actually received by the Village would benefit the Village greatly. Mayor Schoenig asks for an amount of how much this will cost the Village and will the Town cover any overages that may occur. Councilman Larca says that this type of grant will match 50% of the amount that is being applied for and is looking into how much the Town Board is willing to spend on a project like this. Deputy Mayor Piccini asks if this was an annual grant that is offered, and Councilman Larca says he believes it is an annual grant but it is not certain what funds will be available and the funds would be available for four years. Deputy Mayor Piccini says that it would be very difficult to get the Village Board to agree to something like this in one night, and the Village Board members agreed. Clerk Hansen asks if the end result is only consolidation or could it be shared services. Councilman Larca says that consolidation is needed for the Grant but if the feasibility study says that shared services would benefit both the Town and the Village, there may be grants to do something like that. Trustee Gaspar would like more information on the Grant that is being applied for and Councilman Larca says he can bring more

information but he would like to have the study done before the grant is applied for. Councilman Larca also says that he is not looking for the Village Board to come to an agreement tonight but he would like the consideration of the Board and to work with the Board until their needs are satisfied. Mayor Schoenig would like to discuss this further with the Village Counsel and the Revitalization developer, before a decision is made but does not believe the Board will be able to come to a decision by the July 26, 2019 deadline for the Grant. Mayor Schoenig says that the Board would be open to discuss with the Town Board on ways money can be saved between the Village and the Town, which does not include a feasibility study and Councilman Larca says that he would love to see some consolidation between the Village and the Town and learn from mistakes from previous Boards. Deputy Mayor Piccini commends Councilman Larca on a great presentation from a newly elected Board member.

14. Other Business

- 14.1. Trustee Bryde mentioned she, Mayor Schoenig and Deputy Clerk Michelle Chiudina attended Flag Day ceremony at the Elk's Club on June 14.
- 14.2. Trustee Boissonnault says the music festival was a great success with beautiful weather. Trustee Boissonnault asks Clerk Hansen about the Boy Scouts ceremony that was supposed to occur and if there was any notice of a rain date. Clerk Hansen says that he has not heard back yet. Trustee Boissonnault says that there is a negotiation about a PTA funded movie night in September, with a date to be determined. Trustee Boissonnault says that the Little League parade is on Saturday, June 22, 2019, with a rain date of June 23, 2019.

15. New Business

- 15.1. Trustee Bryde asks Clerk Hansen about a date and time for the Sexual Harassment training course. Clerk Hansen says he plans to hold the training on a Friday afternoon to try to get as many Village employees to take the training and ask the insurance company to do a training on a Saturday or a Sunday for the police officers.

16. Public Comment

- 16.1. Councilwoman Lynn Eckardt thanks the Board for allowing Putnam CAP to use the facility at 25 Marvin Ave for the annual Toy Drive. Councilwoman Eckardt says the Town will put in no parking signs on Railroad Avenue and on the Electrozone Field side and mentions that E-waste is this Saturday, June 22, 2019 from 10am to 2pm and will be the first Saturday of the month from 10am to 2 pm, further in at Southeast Highway Department at 10 Palmer Road in Brewster, and there will no longer be a container left out and drop offs will only be on those Saturdays.
- 16.2. Rick Stockburger asks if there was a time line in place for the road repair and Mayor Schoenig says that the Board is waiting for Mr. Consentino to get back to them with the exact numbers from the contractors. Clerk Hansen mentions that the meeting that was suppose to occur regarding the roads was canceled due to rain but all of the bond conditions were met and we are waiting for the pricing and the amount of work.

17. Mayor Schoenig motions to go into executive session to discuss the DEP land transfer contract, Deputy Mayor Piccini 2nd all in favor 5 to 0. Mayor Schoenig motions to come out of executive session, resume the regular meeting and adjourn, Deputy Mayor Piccini 2nd all in favor 5 to 0.

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 6 of 2019	Date: 6/19/2019	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:	
a.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> • 530 North Main Street – 6.75 hours
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> • Route 22 Brewster LLC (BP Station) Final Inspections • 538 North Main Street – Construction Ongoing/Amendment Approved • 162 Main Street Ongoing Inspections • 79 Main Street Resolution Requirements; Inspections • Brewster Honda, Punchlist Inspections • 530 North Main Street – Ongoing Inspections
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continue plan review and meetings for B.O.S. Land Development • Perform final inspections on Route 22 Brewster LLC (BP Station) Site, when needed • Perform site inspection at 538 North Main Street, when needed • 530 North Main Street, Ongoing Inspections • Perform inspections at 162 Main Street, when needed • Perform site inspection at 538 North Main Street, when needed

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 6 of 2019	Date: 6/19/2019	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Maintained monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village • Submitted NYSDEC MS4 Annual Report to NYSDEC on May 23, 2019.
b.	Status of activities in progress this month (attach additional pages as needed):
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Address any public or regulatory comments on the MS4 Annual Report

MAY 2019 MONTHLY REPORT



POLICE CHIEF
John Del Gardo

VILLAGE OF BREWSTER POLICE DEPARTMENT

MONTHLY REPORT

To: Mayor James Schoenig - Board of Trustees

FROM: Police Chief John Del Gardo

MAY

2019

911 CALLS	87	VEHICLE REPAIRS		\$53.45
WALK IN COMPLAINTS	18	VEHICLE MILEAGE		5030
TOTAL CALLS FOR SERVICE	105	VEHICLE FUEL		720
SECURITY VISITS		PEO STOCKBURGER	Tickets	17
Sewer Plant	222		Hours	19
Water Tank	192			
Wells Park	228			
Wells Field	5			
TOTAL VISITS	647			
FOOT PATROL				
Main Street:	55			
M.T.A Station:	81			
Residential:	44			
TOTAL HOURS	180			
Court Hours - Village	36	(Security Detail)2 Officers		
Court Hours - S.E.	92.5	(Security Detail)2 Officers		
TICKETS				
Uniform Traffic Tickets:	286			
Parking Tickets:	68			
Local Ordinance	9			
TOTAL TICKETS	363			
ARRESTS				
511 ARREST - QUINONES	1			
512 ARREST - QUINONES	1			
ROW ARREST - T.BAUMGARDT	1			
512 ARREST - QUINONES	1			
TOTAL ARRESTS	4			

911 DISPATCHED CALLS – 87 CALLS

AIDED – 14
VEHICLE ACCIDENT – 8
DISPUTE - 4
ASSAULT - 3
911 HANGUP - 2
DISORDERLY/INTOX PERSONS - 10
ASSIST PCSO/SP - 4
LARCENY - 3
LOST PROPERTY - 1
FOUND PROPERTY - 1
WELFARE CHECK - 8
LOCKOUT - 1
FIRE/SMOKE - 6
PARKING CONDITION - 2
ANIMAL COMPLAINT - 4
CUSTODY EXCHANGE - 2
SUSPICIOUS PERSON - 2
TRAFFIC LIGHT OUT - 1
MARIJUANA COMPLAINT - 1
HOMELESS CONDITION - 4
GAS LEAK - 1
DOA NOTIFICATION - 1
HARASSMENT - 1
TRESPASS - 2
ABANDONED VEHICLE - 1

VILLAGE OF BREWSTER POLICE

SELECTIVE TRAFFIC ENFORCEMENT

MAY 2019

SPEEDS - 96

STOP SIGN - 60

CELL PHONE - 30

RED LIGHT - 9

511 ARREST - 3

SEATBELT - 14

FOLLOWING TOO CLOSE - 1

DISOBEY SIGN - 20

TOTAL - 233

MAY, 2019 Code Enforcement Report



VILLAGE OF BREWSTER
50 MAIN STREET
BREWSTER, NY 10509
(845) 279-3760

MAY, 2019 SUMMARY REPORT

		Year to Date
A.1560 SAFETY INSPECTION =	\$2,765	\$31,135
A.2555 BUILDING FEES =	1,905	\$28,982
A.2590 PROPERTY REG =	7,300	12,935
<hr/>		
TOTAL FOR MAY =	\$11,970	\$73,052
PERMITS:	7	
VIOLATIONS:	3	
TOTAL COs, CCs:	7	
INSPECTIONS	3	
PROPERTY REG OPEN	78	

May 22, 2019

Attention: Peter Hansen & Village Trustees

Reference: May ZBA Activity

Please be advised that there were no meetings pertaining to the ZBA in May.

Best Regards,

Todd Gianguzzi ZBA, Chairman